

Program Essentials Meeting Plans

First-Time Girl Scout Juniors

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Creating a Quality Experience

Girl Scouting’s promise to girls is stated in the mission: Girl Scouting builds girls of courage, confidence, and character, who make the world a better place. Girls engage in activities that help them **discover** themselves and their values, **connect** with others, and **take action** to make the world a better place.

In Girl Scouts, leadership isn’t just about building future leaders—it’s about building girl leaders for today.

—Kathy Cloninger, CEO
Girls Scouts of the USA

A quality Girl Scout Leadership Experience includes going on a leadership journey, earning badges, camping, taking field trips, selling cookies, and enjoying Girl Scout traditions. To guarantee that girls have a great year in Girl Scouting, Girl Scouts of Minnesota and Wisconsin River Valleys (River Valleys) provides an annual plan called the Program Essentials Chart. All River Valleys’ troops follow this flexible plan to ensure a well-rounded and consistent Girl Scout Leadership Experience with measureable outcomes.

These sample meetings demonstrate how to customize the plan outlined in the Program Essentials Chart using the Leadership Journeys, *The Girls Guide to Girl Scouting*, and River Valleys’ programs and events. Together with the girls and families in your troop, you will take part in activities and challenges where girls play an active part in planning and doing, learn by doing, and work together toward shared goals.

Girls who complete the Program Essentials Chart activities earn the Program Essentials Award Pin, a special Our Own Council’s Earned Award which can be worn on the front of the uniform. Pins represent one year of Program Essentials completion, and each Girl Scout grade level is represented by a different colored pin. The pins are free of charge upon submission of your troop’s completed chart.



Program Essentials pins

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Program Essentials at a Glance

Program Essentials Chart/ Award Pin Focus Area	Activity
Leadership Progression	<ol style="list-style-type: none"> 1. Go on the <i>It's Your World—Change It! Agent of Change</i> leadership journey 2. Learn about the Bronze Award
Take Action (Community Service Learning Projects)	Do the Take Action Project in the <i>It's Your World—Change It! Agent of Change</i> leadership journey
Financial Literacy/Cookie Business	<ol style="list-style-type: none"> 1. Earn a Financial Literacy/Cookie Business Badge (choose one): Business Owner or Cookie CEO 2. Attend a Cookie Event 3. Sell Cookies
100 th Anniversary/Building Girl Scout Connections	<p>Complete the River Valleys 100th Anniversary Patch Program:</p> <ol style="list-style-type: none"> 1. Earn the Centennial Day of Service Patch: <ul style="list-style-type: none"> • Take the Water Quality Pledge and do the Water Quality Troop Activities, • Celebrate World Water Day or World Monitoring Day. • Participate in the Centennial Day of Service (October 13, 2012) and submit the evaluation form. 2. Choose two: <ul style="list-style-type: none"> • Attend Girl Scout Day at Tweite's Corn Maze (September 24, 2011) or your Service Unit's Family Event or Thinking Day Event • Participate in the Oral History Project • Participate in The Great Girl Gathering @ MOA (March 10-11, 2012) • Learn about Girl Scout History • Earn a Legacy Badge (choose one): Drawing, Practice with Purpose, Inside Government, Simple Meals, Junior First Aid, Junior Girl Scout Way, or Flowers
Celebrating Girls' Accomplishments, Reflection, and Recommitment	<ol style="list-style-type: none"> 1. Attend Service Unit Court of Awards or Do Troop Court of Awards 2. Spring Register for 2012-2013
Troop's Choice (Career Literacy, Cultural Literacy, Healthy Living, Outdoor Awareness, or STEM)	<p>Choose one:</p> <ul style="list-style-type: none"> • Attend a Council Event • Attend Summer Camp • Do a Badge from <i>It's Your World—Change It!</i> Skill-Building Badge Activity Set: Digital Photographer, Entertainment Technology, Musician, Scribe, or Staying Fit

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Meeting Plans Outline

Troop leaders plan meetings where girls play an active part in figuring out the what, where, when, how, and why of their activities. Age appropriate, girl-led experiences are built into the sample meeting plans to make it easy for you.

Each meeting runs roughly 90 minutes, but all times are suggestions. You don't have to squeeze or stretch activities to fit a particular time. Meetings can be customized and adjusted to match the needs and desires of your group.

Troop Meeting Structure

- **Gathering:** Start-up activities are planned so everyone feels welcomed. Girls may come at different times so have something that everyone can join in on but if they come late, will not feel that they missed out on something significant. It can be an active game, an opportunity to just reconnect with friends, or a chance to plan an opening for the meeting. Use the Hip Pocket Activity booklet for help selecting active games, songs, and other activities.
- **Opening:** This focuses the start of the meeting. Girls can decide how they want to open their meetings—with the Girl Scout Promise, a flag ceremony, a song, a story, a poem, sharing something good that happened that day, or creating their own ceremony.
- **Business/Planning:** Troop business may include taking attendance, collecting dues, making announcements, and planning upcoming events or activities. This is the time for girls to lead the brainstorming, planning, and decision-making. A sample sign-in/sign-out sheet is included in the Meeting Resources section.
- **Exploration:** During the main part of the meeting, girls can **discover** new things and **connect** with themselves and connect with things they have done before. Leave time for group processing of what you have done and how you will **take action** with your new knowledge.
- **Clean up:** Girl Scouts leave their meeting place better than they found it! Group efforts make this go quickly. Use the kaper chart or jar to choose the girl(s) who will lead the effort. Take turns so everyone gets a chance to take the lead with this. Information on kapers is included in the Meeting Resources section.
- **Closure:** This is a time for coming together at the end to reflect and evaluate the meeting. Many troops like to close with a Friendship Circle and Squeeze.
- **Snack Time (optional):** A healthy food and/or beverage. Invite the troop's friends and family network to sign up to bring a snack. Be sure to accommodate any food allergies and dietary restrictions.

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The Girl Led Process

In Girl Scouting, it's not just about what girls do, but how you engage them in a girl-adult partnership that will ensure they have a high-quality experience. All activities are designed to use three processes that make Girl Scouting unique from school and other extracurricular activities. When used together, these processes—Girl Led, Learning By Doing, and Cooperative Learning—ensure the quality and promote the fun and friendship so integral to Girl Scouting.

Girl Scout Juniors take an active part in figuring out the what, where, when, how, and why of their activities. They lead the planning and decision-making as much as possible. These meeting plans help girls and adults plan and implement the program year using the Program Essentials Chart.

Don't do anything for girls that they can do for themselves.
--

In the past, girls may have looked to adults to lead activities, but as Girl Scout Juniors it is time to be more active participants in planning what will be done and carrying it out. Girls work together to make this experience what each of them wants it to be.

Steps to Keeping it Girl Led

1. Do advance planning.
 - Think through an idea to its conclusion and see if it is doable.
 - Modify, adapt, or put off until another time if the idea is too much for now.
 - Plan the work and work the plan!
2. Ask all the girls.
 - Give each girl a chance to speak before calling on those girls bursting with more ideas.
 - Provide opportunities for girls to connect activities their Girl Scout leadership journey.
3. Develop ideas.
 - Refine plans and create future plans.
 - Plan the most popular ideas and try to combine some of the other ideas.
 - Complete the refining process and come to a consensus. Gauge the girls' reactions for "approval" (i.e., consensus).
 - Implement what you can start immediately or at the next meeting.
 - Put the other ideas in a Girl Scout "dream box" for future use.
4. Alert other adults.
 - Communicate with parents/guardians about what the troop is doing, enlist their support, and let them know what help you need.
 - Listen to their reactions and make adjustments, if necessary.
5. Use the plans.
 - Remind girls that the activities they are enjoying are the result of their involvement in the planning and decision-making.
6. Review the plans.
 - Before going to a new phase, review what you have decided and make changes if you need to.

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It's Your Journey—Customize It!

The focus of the leadership journey for First-Time Girl Scout Juniors is outlined in the *It's Your World—Change It! Agent of Change* book set. Girls and adults work in partnership to plan and take part in activities and challenges that provide leadership experiences, networking opportunities, and lots of fun. Girl Scouts discover themselves and their values, connect with others, and take action to improve their communities and the world through Girl Scout journeys.

Before girls even open their journey books, ask what the journey's theme means to them. Maybe the theme will ignite a discussion (or even a debate!) that helps the girls chart their course for the year. Probe to find out what the girls are most interested in accomplishing and enjoying over the year. This is your chance to encourage girls to dig deeper:

- Can they organize and plan a trip to find out more about the topic?
- Are there service unit or council-sponsored program events that tie into their interest? If not, maybe they can start one!
- Can the girls find an expert in the field to invite to their meetings?
- Which badges can the group work on to deepen their skills in this particular area?

There are tools for planning your Leadership Journey meetings in this packet, as well as two sample meetings.

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Girl Scouts of the USA Resources

Leadership Journeys (girl books and adult how to guides):

- *It's Your World-Change It! Agent of Change* (in New Troop Welcome Kit)
- *It's Your Planet-Love It! Get Moving*
- *It's Your Story-Tell It! aMUSE*

Girl Scout Juniors *The Girl's Guide to Girl Scouting* (in New Troop Welcome Kit)

Safety Activity Checkpoints (complete checkpoints online at GirlScoutsRV.org and hard copy of select checkpoints in New Troop Welcome Kit)

Girl Scouts of Minnesota and Wisconsin River Valleys (River Valleys) Resources

Program Essentials Chart and Program Essentials Meeting Plans for First-Time Girl Scout Juniors (in New Troop Welcome Kit and online at GirlScoutsRV.org)

100th Anniversary Patch Program requirements (in New Troop Welcome Kit and online at GirlScoutsRV.org)

Water Quality Troop Activity Guide for Junior Troops (in New Troop Welcome Kit and online at GirlScoutsRV.org)

Volunteer Essentials (complete document online at GirlScoutsRV.org; hard copies of “Quick-Start Guide” chapter and “Safety-Wise” synopsis with key Safety Activity Checkpoints in New Troop Welcome Kit)

New Leader Training and Enrichment Training (self-study or in person; Fast Start Leader

Booklet in New Troop Welcome Kit)

Girl Scout Shop (online or in person; Shop Catalog, Basics in a Bag order form, and insignia placement guide in New Troop Welcome Kit)

New Troop Welcome Kit also contains: new troop registration packet, OfficeMax gift card for troop start-up supplies, Hip Pocket Activity booklet, Little Brownie Baker Cookie Activity Kit for Juniors, troop finance packet, troop field trip packet, Family Guides)

River Valleys Cookie Program Activity materials (your Troop Cookie Manager will receive at training)

Council-Sponsored Program Events and Summer Camps (listings and registration information online at GirlScoutsRV.org)

Service Unit Members, Events, and Leader Meetings

Your Junior Troop's Friends and Family Network

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Meeting 1: Discovering Girl Scout Juniors

At a Glance

Goal: Girls learn or review the basic Girl Scout values and determine their troop meeting structure.

Toward the Award: Complete activities on your Program Essentials Chart/toward the Program Essentials Award Pin.

Materials: Sign-in/Sign-out sheet; trefoil-shaped nametags (pattern in Games, Songs, and Meeting Helps section); yarn; markers/crayons; scissors; *It's Your World—Change It! Agent of Change* (adult how to guide and girl's book); Girl Scout Juniors *The Girl's Guide to Girl Scouting* (Girl's Guide); long rope; large sheet of paper; tape or pins; index cards; poster of Girl Scout Promise and Law; ball; paper and pens for brainstorming; Hip Pocket Activity booklet.

Prepare Ahead: Make a poster of the Girl Scout Promise and Law.

Gathering

- Greet and sign-in.
- Make trefoil nametags and add your name and three things about yourself.
- Game: Girls choose a game from the Hip Pocket Activity booklet to play until everyone arrives.

Opening

- Knotted Rope Ceremony: Introductions and qualities to discover (adult how to guide page 36).
- Teach/recite the Girl Scout Promise and Law.
- Brainstorm: What would you like to do every week while everyone arrives? Who will lead the gathering time? (e.g., play games and take turns choosing and leading games)
- Create a plan and schedule.
- Brainstorm: How would you like to open future meetings? (e.g., greeting each other with the Girl Scout handshake, reciting the Girl Scout Promise and Law, a simple flag ceremony, and singing songs, etc.). Note: the Girl's Guide has an explanation of Girl Scout traditions on page 9.
- Design an opening ceremony.

Business-Planning

- Game: Pass the Ball, Please (Games, Songs, and Meeting Helps section).
- Gather in a circle and say, "After our opening ceremony, we will meet in a circle for troop business and planning. For example, assigning jobs using a kaper chart, collecting dues, making announcements, planning an event or trip, and discussing what we will do."
- Say, "Strong teams have Team Agreements—or promises—about how team members cooperate together. We are going to write a Junior Team Agreement for our meeting times."
- Ask for a helper to write down the key words from the brainstorm.

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- Brainstorm: On this team, we think it is important to...(e.g., listen, help each other, let go of mistakes, talk kindly to one another, look at the person who is talking, etc.).
- Finalize the Junior Team Agreement. Ask for a volunteer(s) to write it out and decorate.

Exploration

- Introduce Leadership Journeys:
 - “After our business and planning session, we will do activities that help us gain a deeper understanding of ourselves, develop healthy relationships, connect with others, and have lots of fun.”
 - “Today we will learn about Junior Leadership Journey Awards and create a special Girl Scout ceremony for our third meeting.”
 - “Look at the theme and cover of the book. What does the journey theme mean to you?”
 - Review pages 6, 7, 26, and 27 in the Girl’s Guide and glance through the pages of *It’s Your World—Change It! Agent of Change* (girl’s book).
 - “Our journey will be unique and we will create it. At our next meeting, we will make our plans and map out our adventure together.”
- Game Break: Play Find the Leader from the yellow section of the Hip Pocket Activity booklet.
- Making Ceremonies: Design an Investiture/Rededication Ceremony for Meeting 3 using page 17-19 in the Girl’s Guide and/or the sample ceremony in the Games, Songs, and Meeting Helps section.
- Treat Time (optional).

Clean Up

- Explain that when the Exploration time of the meeting is over, how they will work together to clean up and leave the site better than they found it.
- Read about kaper charts in the Girl’s Guide on page 9 and in the Meeting Resources section.
- Work together to create a list of the jobs that need to be done each meeting and if they are done alone or by a small group.
- Ask for a volunteer(s) to create the kaper chart or jar (or other method).
- Ask for ideas on how to clean up today.

Closure

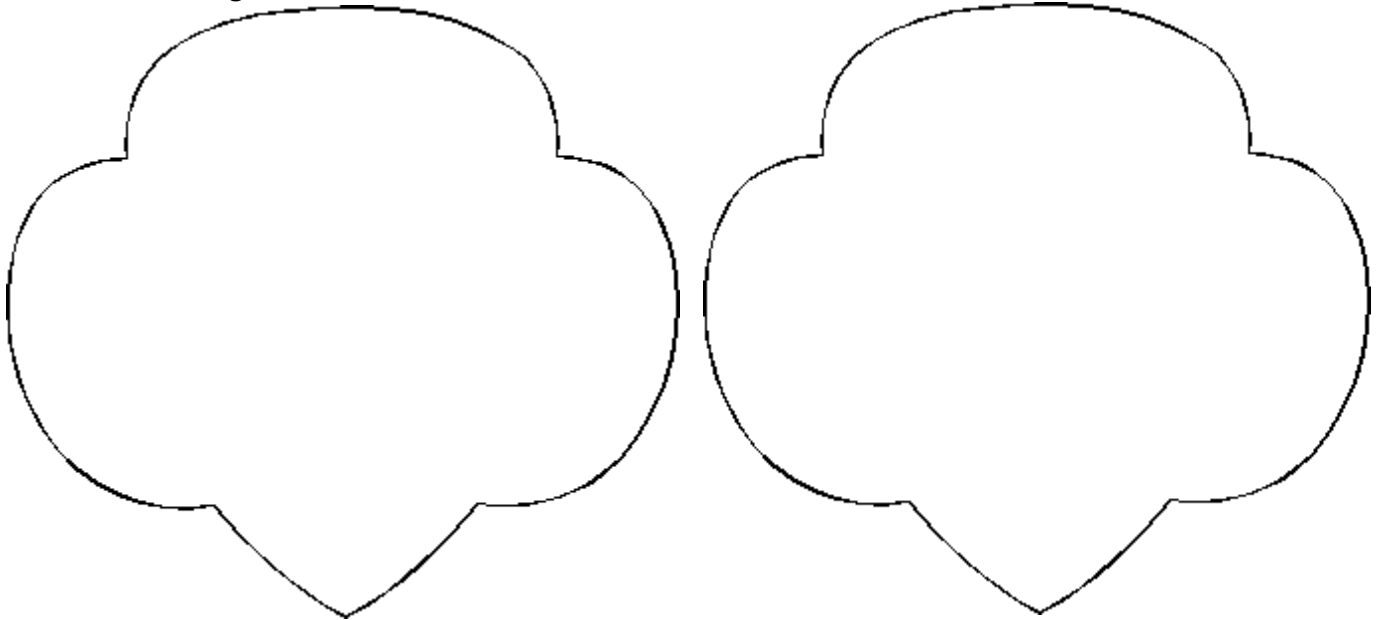
- Form a Junior Circle and explain that at the close of the meeting there is a time for reflecting on the meeting and a closing ritual. For example, sharing how to practice what they learned, a Friendship Circle, song, friendship squeeze, Girl Scout Out, Magic Tunnel, etc. Instructions for Closing Ideas are in the Meeting Resources section.
- Discuss how they would like to close the meeting.
- Close with a Friendship Circle and Squeeze.
- Collect nametags and sign-out.

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Games, Songs, and Meeting Helps

Trefoil Nametag Pattern



Pass the Ball, Please

Players try to pass a ball from one end of a line to the other end without using their hands or letting the ball touch the ground.

Materials: A ball (the smaller the ball, the more difficult).

To play:

1. Players sit on the floor in a line with their legs straight out.
2. The ball is placed between the ankles of the first girl, who, without touching it, passes it to the next girl.
3. If the ball touches the ground, the Team must begin again.

Sample Investiture/Rededication Ceremony

Materials: Three white taper candles and ten of any color, holders for candles (if placed on table), and small cups for girls to hold candles (holes in center). For new Girl Scout Juniors, Girl Scout membership pins.

Say, "The three tall white candles symbolize the threefold purpose of Girl Scouting as expressed in our Promise."

Three girls light the white candles and say the corresponding line of the Girl Scout Promise:

- To serve God and our country (lights center candle).
- To help people at all times (lights second candle).
- To live by the Girl Scout Law (lights third candle).

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All girls say the Girl Scout Promise.

Say, "Each of the other candles represents one part of our Girl Scout Law."

Ten girls each lights one candle from the center candle and repeats her part of the Law.

1. I will do my best to be honest and fair.
2. I will do my best to be friendly and helpful.
3. I will do my best to be considerate and caring.
4. I will do my best to be courageous and strong.
5. I will do my best to responsible for what I say and do.
6. I will do my best to respect myself and others.
7. I will do my best to respect authority.
8. I will do my best to use resources wisely.
9. I will do my best to make the world a better place.
10. I will do my best to be a sister to every Girl Scout.

Girls new to Girl Scouting, receive the Girl Scout membership pin.

Returning girls are called by name and given a welcome and Girl Scout Handshake.

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Meeting 2: Mapping Our Journey

At a Glance

Goal: Girls get to know one another better and customize their leadership journey.

Toward the Award: Complete activities on your Program Essentials Chart/toward the Program Essentials Award Pin.

Materials: Nametags; Sign-in/Sign-out sheet; *It's Your World—Change It! Agent of Change* (adult how to guide and girl's book); Girl Scout Juniors *The Girl's Guide to Girl Scouting* (Girl's Guide); poster of Girl Scout Promise and Law; paper and pens for brainstorming; newsprint and markers; copies of worksheets (Meeting Resources section); sticky notes; copies of the Investiture/Rededication Ceremony invitation; Cookie Event information; 100th Anniversary Patch Requirements; Water Quality Troop Activity Guide for Junior Troops; information about council-sponsored program events and summer camps; list of service unit events; Program Essentials Chart for First-Time Girl Scout Juniors; and the *It's Your World—Change It!* Skill-Building Badge Activity Set.

Prepare Ahead: Research and gather information on Cookie Events, 100th Anniversary Patch Program, Centennial Day of Service, council-sponsored program events and summer camps, service unit events, and the *It's Your World—Change It!* Skill-Building Badge Activity Set. Make copies of worksheets for each girl (Meeting Resources section). Proof read and copy the Investiture/Rededication Ceremony invitation.

Gathering

- Greet, sign-in, and nametags.
- Game: Girls choose an active game from the Hip Pocket Activity booklet to play until everyone arrives.

Opening

- Name Game: My Name Is/Linda Lemon from the blue section of the Hip Pocket Activity booklet.
- Open the meeting as determined at the previous meeting.

Business-Planning

- Junior Circle: Review Junior Team Agreement and assign kapers.
- Review plans for the Investiture/Rededication Ceremony and practice as necessary.
- Volunteer shares invitation.
- Meeting Topic: Mapping Our Journey

Exploration

- Explain that the focus of the leadership journey as First-Time Girl Scout Juniors is *It's Your World—Change It! Agent of Change*, but we will customize it. To help us have a great year in Girl Scouting, our council, River Valleys has provided us with a plan called the Program Essentials Chart. Today we will map out our journey.

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- Mapping Resources: Girl's Guide, *It's Your World Change It!* book set, Cookie Event information, 100th Anniversary Patch Requirements, Water Quality Troop Activity Guide for Junior Troops, information about council-sponsored program events and summer camps, list of service unit events, and the *It's Your World—Change It!* Skill-Building Badge Activity Set.
- Making Choices: Hand out the Program Essentials Chart/Award Pin Worksheet (Meeting Resources section) and review each step. Whenever there is a choice, ask girls to think about what they want to do and privately make a choice. After girls have had time to choose, tally everyone's interests. Discuss and vote as necessary.
- Summarize: Highlight a blank Program Essentials Chart with girls' agreed upon choices to get a visual of their program plan. Ask, "How do you feel about what we have planned together?"
- Game Break: Play People to People from the yellow section of the Hip Pocket Activity booklet.
- Scheduling: Hand out the Scheduling Your Program Year Worksheet (Meeting Resources section) and read together. Ask for volunteers to draw house calendar and write sticky notes. Try to finalize the calendar together.
- Reflection: Ask questions to reflect on the group process: What went well? What would you do differently? What did you learn?
- Tell girls that the next step will be to prepare a budget for their program plan/year. At a meeting in the very near future, do the Budget Worksheet (Meeting Resources section) with the girls.

Clean Up

- Remind girls of kapers and work together to leave the site better than you found it.

Closure

- Form a Junior Circle.
- Close as determined at the previous meeting.
- Next Meeting: Investiture/Rededication Ceremony.
- Hand out ceremony invitations, collect nametags, and sign-out.

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Sample Leadership Journey Meeting: Discovering My Power (Part 1)

At a Glance

Goal: Girls discover their own values and individual power.

Toward the Award: Complete activities for the Power of One Award, complete activities for a skill-building badge, and complete activities on your Program Essentials Chart/toward the Program Essentials Award Pin.

Materials: Nametags; Sign-in/Sign-out sheet; *It's Your World—Change It! Agent of Change* (adult how to guide and girl's book); Girl Scout Juniors *The Girl's Guide to Girl Scouting* (Girl's Guide); poster of Girl Scout Promise and Law; markers/crayons, paper, and scissors; a photo of each girl.

Prepare Ahead: Review Sample Session 1 in the adult how to guide pages 47-49. Look for ways to link to other activities girls have selected (e.g., badges, patches, and events). Take or collect a photo of each girl.

Gathering

- Greet, sign-in, and nametags.
- Game: Girls choose an active game to play until everyone arrives.

Opening

- Open the meeting as previously determined.

Business-Planning

- Junior Circle: Review Team Agreement and assign kapers.
- Discuss and business and/or make necessary plans.
- Meeting Topic: Discovering My Power.

Exploration

- Thinking About Power: Read Girl's Guide pages 5-6 and discuss (adult how to guide page 47).
- What Makes Me *Me*? Or, I'm Being Framed: Brainstorm adjectives that describe the qualities of different people. Ask girls to write down words that describe themselves, too (adult how to guide page 48). Complete the self-portrait on page 13 of the Girl's Guide.
- Power Log: Review Girl's Guide page 15 and plan to share at your next meeting (adult how to guide pages 48-49).
- Badge Work: Complete one or two activities from the *It's Your World—Change It!* Skill-Building Badge selected (if this was your selection for the Troop's Choice focus area on the Program Essentials Chart).

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Clean Up

- Remind girls of kapers and work together to leave the site better than you found it.

Closure

- Form a Junior Circle and close as previously determined.
- Next Meeting: Share Power Logs & Looking Back at *Herstory*.
- Collect nametags and sign-out.

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Sample Leadership Journey Meeting: Discovering My Power (Part 2)

At a Glance

Goal: Girls discover their own values and individual power by sharing in the stories of others.

Toward the Award: Complete activities for the Power of One Award, complete activities for a skill-building badge, and complete activities on your Program Essentials Chart/toward the Program Essentials Award Pin.

Materials: Nametags; Sign-in/Sign-out sheet; *It's Your World—Change It! Agent of Change* (adult how to guide and girl's book); Girl Scout Juniors *The Girl's Guide to Girl Scouting* (Girl's Guide); poster of Girl Scout Promise and Law; materials to make a Dream Team trading card (e.g., cardstock, markers, scissors, glue, etc.).

Prepare Ahead: Review Sample Session 1 in the adult how to guide pages 50-53. Look for ways to link to other activities girls have selected (e.g., badges, patches, events, etc.).

Gathering

- Greet, sign-in, and nametags.
- Game: Girls choose an active game to play until everyone arrives.

Opening

- Open the meeting as previously determined.

Business-Planning

- Junior Circle: Review Team Agreement and assign kapers.
- Discuss and business and/or make necessary plans.
- Meeting Topic: Discovering My Power.

Exploration

- Power Log: Share completed Power Logs (Girl's Guide page 15) and discuss (adult how to guide pages 48-49).
- Looking Back at *Herstory* Review *Herstory* (page 17-19), Dream Team (pages 20-22), and "Moxie Girls" (page 27) of the Girl's Guide. Decide how to select a heroine to learn more about and how to share (adult how to guide page 50-51).
- Dream Team Trading Cards: Make a trading card of a personal heroine.
- Game Break: Play Find the Leader from the yellow section of the Hip Pocket Activity booklet.
- Badge Work: Complete one or two activities from the *It's Your World—Change It!* Skill-Building Badge selected (if this was your selection for the Troop's Choice focus area on the Program Essentials Chart).

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Clean Up

- Remind girls of kapers and work together to leave the site better than you found it.

Closure

- Form a Junior Circle and close as previously determined.
- Next Meeting: Share *Herstories* & Badge Work (if applicable).
- Collect nametags and sign-out.

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Sample Court of Awards: Celebrating Girls' Accomplishments, Reflection, and Recommitment (Year End)

At a Glance

Goal: Girls receive their earned awards, celebrate being First-Time Girl Scout Juniors, and Spring register for the 2012-2013 membership year.

Toward the Award: 2013 Early Bird Patch (available from the service unit registrar); any other awards the girls earned; Membership Star with yellow disc; Bridge to Girl Scout Cadette award (if earned); and complete an activity on your Program Essentials Chart/toward the Program Essentials Award Pin.

Materials: Nametags; pen and sign-in/sign-out sheet; kaper chart or jar; Girl Scout Junior *The Girl's Guide to Girl Scouting* (Girl's Guide); invitations; awards; spring registration materials; refreshments; sample materials and projects to display.

Prepare Ahead: Register for a service unit Court of Awards Ceremony (if available) and prepare information/permission form for parents/guardians or plan your own Court of Awards ceremony and prepare instructions. Purchase awards and prepare recognition items ahead of time by packaging each girl's awards in a bag, on a vest or sash, on a piece of felt or on a ribbon (this will save time pinning the girls).

If girls are finishing fifth grade, they can earn the Bridging Award and participate in a bridging ceremony. Locate a real bridge or make an indoor symbolic bridge (e.g., bridge out-of-doors at a park or forest preserve, an arch of colored paper, stepping stones cut out of cardboard – one for each part of the Girl Scout Law, an upside down card table with a string crepe paper between the legs, etc.).

Opening

- Welcome girls, families, and guests.
- Introduce volunteers.
- Ask to stand for Flag Ceremony.
- Explain why you are having this ceremony.
- Call each girl's name and form a semi-circle in front of families.
- Sing "Girl Scouts Together."

Ceremony Girl 1:

G is for Girl -that's why we are here
I is for Interest -without that we wouldn't care
R is for Ready -to start to take our place in the world
L is for Living -the Girl Scout way

- Girl 2:

S is for Seeking -to learn, to explore
C is for Country -we'll try to do our share and more
O is for Obligation -to live up to the Promise we've made
U is for Unity -together, one for all
T is for Trust -without that, we'd all fall

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All: I am a Girl Scout

- Girl 3: I have a Promise. It has three parts. Girl Scouts and Girl Guides all over the world are sisters and friends in this Promise.
- All: Repeat the Girl Scout Promise
- Girl 4: I have a Law. This is the code by which I try to live. This law should be used daily in every Girl Scout's life --in all she does in work and play.
- All: Repeat the Girl Scout Law
- Sing: "Whene'er You Make A Promise"
- All: I am a Girl Scout
- Girl 5: I have a motto -"Be Prepared". This means that I can be depended upon , whenever I am needed. This is my duty --to be ready when called upon.
- All: I am a Girl Scout
- Girl 6: I have a slogan "Do a good turn daily". I will try to help other people.
- All: I am a Girl Scout
- Girl 7: I have a sign. This I give whenever I repeat my Promise. It is important to stand erect to show my pride in belonging. This reminds me to think straight and to realize my duty as a citizen. I give the Girl Scout sign to other Girl Scouts and Girl Guides because it is the sign of friendship. The three fingers stand for the three parts of the Promise.
- All: I am a Girl Scout
- Girl 8: I have a uniform and am proud to wear it. It must be neat at all times. When in uniform, I try harder than usual to obey the Girl Scout Law.
- Call each girl by name and present awards and the Membership Star. When presenting the star, say, "Keep this star bright by night and day, by doing Girl Scout good turns along your way."
- Sing: "On My Honor"

Closing

- Ask families and guests to join girls in circle.
- Explain Friendship Circle and Squeeze.
- Thank everyone for coming.
- Form a Friendship Circle, sing, "Make New Friends" and do a friendship squeeze.

Celebration

- Invite families to have refreshments.

Games, Songs, and Meeting Helps

Girl Scouts Together

Girl scouts together, that is our song
Winding the old trails, rocky and long
Learning our motto, living our creed
Girl Scouts together in every good deed.

Girl Scouts together, happy are we
Friendly to neighbors, far o'er the sea
Faithful to country, loyal to home
Known as true Girl Scouts where ever we roam

Program Essentials Meeting Plans First-Time Girl Scout Juniors

Whene'er you Make a Promise

Whene'er you make a promise
Consider well its importance
And when made
Engrave it upon your heart

On My Honor

Chorus:
On my honor I will try
There's a duty to be done and I say aye
There's a reason here for a reason above
My honor is to try and my duty is to love

People don't need to know my name
If I've don't any harm then I am to blame
If I've helped another, I've helped me
If I've opened up my eyes to see (Chorus)

I've tucked away a song or two
When you're feeling low there's one for you
If you need a friend then I will come
'Cause there's plenty more where I come from (Chorus)

Come with me where the fire burns bright
We can even see better in a candle's light
And we find more meaning in a campfire glow
Than we'll ever find in a year or so (Chorus)

We've made a promise to always keep
And sing "softly falls" before we sleep
We'll be Girl Scouts together and when we've gone
We'll still be trying and singing this song (Chorus)

Make New Friends

Make new friends
But keep the old
One is silver
And the other's gold

A circle is round
And has no end
That's how long
I'm going to be your friend

I have a hand
And you have another
Put them together
And we have each other

Program Essentials Meeting Plans First-Time Girl Scout Juniors

Meeting Title:

At a Glance

Goal:

Toward the Award:

Materials:

Prepare Ahead:

Gathering

- Greet, sign-in, and nametags.
- Activity:

Opening

- Recite the Girl Scout Promise and Law.
- Ceremony:

Business-Planning

- Junior Circle: Review Team Agreement and assign kapers.
- Business:
- Planning:
- Meeting Topic:

Exploration

Clean Up

- Kapers and work together to leave the site better than you found it.

Closure

- Form a Junior Circle and Ceremony:
- Next Meeting:
- Handouts, collect nametags and sign-out.

Options

- Snack-time (optional)
- Activities:

Program Essentials Meeting Plans

















First-Time Girl Scout Juniors

Kapers

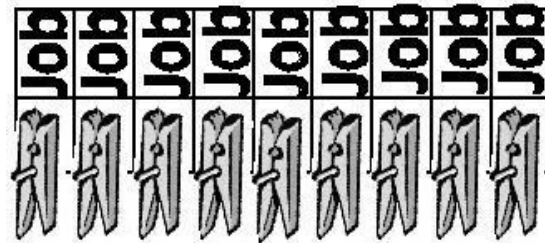
A kaper is a job or chore that must be done. In Girl Scouting, a kaper chart is prepared which indicates all the jobs available and who is responsible individual or as teams for the jobs. A kaper chart or jar helps divide the jobs so that each girl takes part. Kaper ideas:

- Help set up
- Get flag
- Lead the pledge of allegiance
- Lead the Girl Scout Promise
- Handle supplies
- Help assign kapers
- Collect dues
- Hand out or collect paperwork
- Lead an activity
- Choose or lead a song
- Choose a game
- Take pictures
- Bring snack
- Hand out snack
- Clean up captain
- Clean up after snack
- Bathroom buddy
- Lead good-bye game
- Flag bearer
- Friendship squeeze starter

Sample Chart

	Opening	Hostesses	Clean Up	Closing
Sept 15				
Sept. 30				
Oct. 15				
Oct. 31				
	Bears: Christina Stephanie Brooke Brittany Suan	Songbirds: Jessica Taylor Daniela Rebecca Kristin Laura K.	Raccoons: Karen Lizzie Marie Sarah Deena	Ladybugs: Laura R. Sabrina Sofia Hayley Lauren

Sample Clothespins Chart



Write names on clothespins and
change jobs at each meeting.

Sample Pick a Junior Jar

One Jar Method: Use a plastic jar or metal can and put a large rubber band around jar. Write each girl's name in permanent marker on large craft sticks (girls can decorate with stickers) and put them in the jar. When you need a job done, pull out a stick(s) and that girl(s) gets to do the job. When the job is done, the girl puts her stick under the rubber band until all the girls are chosen for a job. The girl that did the job gets to draw out the next stick. When the jar is empty, all sticks go back in the jar and process starts over.

Two Jar Method: Use two cans or jars. One is the "Do It" jar and the other is the "Done It" jar. The process is the same except that girls who have completed their job put the stick into the "Done It" jar.

Program Essentials Meeting Plans

First-Time Girl Scout Juniors

Opening and Closing Ideas

Make New Friends

Make new friends but keep the old;
One is silver and the other gold.

In Spanish:

Amistad es lo-que nos u-ne.

Y lo que nos ha-ce pro-gre-sar.

Other verses:

A circle's round, it has no end,
That's how long I want to be your friend.

I have a hand, and you have another,
Put them together and we have each other

Basic Flag Ceremony

Girls can take turns holding a small American flag (use the kaper chart or jar to determine turn). Another girl is the Flag Ceremony Leader (Caller) who starts the Pledge of Allegiance.

Materials: Small American flag, holder (small block of wood with hole drilled in center)

Formation: Stand in a horseshoe or a circle.

- The Girl Scout holding the American flag takes one step forward.
- Caller announces, "Girl Scouts, honor the flag." She then starts the Pledge of Allegiance.
- Girl Scouts place right hand over hearts as Pledge is said.
- Caller announces, "Post the colors" (meaning the flag). The flag bearer takes the flag and puts in holder while other girls hold hand over heart until flag is posted.
- Teach girls respect for the flag, including not letting it touch the ground and holding hands over hearts while it is moved in front of them.

Pledge of Allegiance

"I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

(Many girls will know the Pledge if they say it at school; you may still want to take the time to discuss the meaning of it. Check out <http://www.ushistory.org/documents/pledge.htm> for more information.)

Goodbye, Juniors

(To the tune of "Good Night Ladies")

Good-Bye, Juniors (repeat 3 times)
It's sad to see you go.

Note: Can be sung while doing the Magic Tunnel (below).

Program Essentials Meeting Plans

First-Time Girl Scout Juniors

Magic Tunnel

When hats and coats are on, the Girl Scouts stand in two lines facing each other, raising their arms and holding hands to make an arch. The two farthest from the door go under the arch, then the next two, etc. The tunnel diminishes until the last two go.

Girl Scout Out

Stand in circle with a girl in the center. Spell G-I-R-L-S-C-O-U-T. Girl in center touches the top of a head as each letter is said. The three girls that get the letters O, U, T leave the circle and line up by the door or are given permission to leave with their designated adult. The remaining girls close up the space and the spelling begins again. Keep repeating until all are eliminated.

Taps Hand Motions

Day is done - *arms are held extended with palms down, shoulder level*

Gone the sun - *lower arms slightly*

From the lakes - *turn palms up, raise arms slightly*

From the hills - *raise arms higher*

From the sky - *raise arms level with top of head*

All is well - *lower arms to shoulder height, place right hand on left elbow*

Safely rest - *cross left hand to right elbow*

God is nigh - *bow head into crossed arms*

Program Essentials Meeting Plans First-Time Girl Scout Juniors

Program Essentials Chart/Award Pin Worksheet

Step 1: Leadership Progression

Do This:

- Take the *It's Your World—Change It! Agent of Change* Leadership Journey.
 - Discover how to use the “power of one” and the “power of team” to create the “power of community” that improves the world. There are seven sessions that you can break up over 5-10+ troop meetings. Check out what’s involved, make a plan, and customize it for your troop!

<i>It's Your World—Change It! Agent of Change</i>	
Session	Goals
Session 1: Discovering My Power	See your strengths and powers in everyday ways, and compare to those of past and present “heroines.”
Session 2: Great Leaders and Great Teams	Connect personal power to values in Girl Scout Law, explore what power means, and earn Power of One Award.
Session 3: SuperShelter Makers	Explore the powers used by a team that takes action to improve their community.
Session 4: Learn, Listen, Act! Taking Ideas to Action	Use the power of story to identify what your team cares enough to take action on in your own community.
Session 5: Ready, Set, Take Action!	Reach out, gather the tools and resources needed to take action for change, and earn the Power of Team Award.
Session 6: Take Action	Do a Take Action Project.
Session 7: Celebrate!	Celebrate the Take Action Project, take time to reflect, and earn the Power of Community Award.

Do This:

- Learn about the Bronze Award.
 - The Girl Scout Bronze Award, a leadership adventure, is the highest honor a Girl Scout Junior can achieve. You and your team plan and complete your project.
 - Learn more about earning the Girl Scout Bronze Award by reading about it in the Girl’s Guide (back of the “Handbook” section) or checking River Valleys website (GirlScoutsRV.org) for information, kits, and events about the award.

Program Essentials Meeting Plans First-Time Girl Scout Juniors

Step 2: Take Action (Community Service Learning Projects)

Do This:

- Do the Take Action project in the *It's Your World—Change It! Agent of Change* leadership journey.
 - To earn The Power of Community Award in *It's Your World—Change It!*, you will take action on your plan, reach out, join others and get them involved, and start something that snowballs into a change in your world.

Step 3: Financial Literacy/Cookie Business

Choices – Do One:

- Business Owner Badge (Girl's Guide)
- OR**
- Cookie CEO Badge (Girl's Guide)

Choices – Do One:

- Service Unit Cookie Rally event
- OR**
- River Valleys Cookies Rock event
- OR**
- Troop Cookie Rally (Using Little Brownie Bakers' *Rallies to Go*)

Do This:

- Sell Cookies

Step 4: 100th Anniversary/Building Girl Scout Connections

To Complete the River Valleys 100th Anniversary Patch Program...

Do This:

- Take the Water Quality Pledge and do the Water Quality Troop Activities for Juniors

Choices – Do One:

- Celebrate World Water Day on March 22
- OR**
- Celebrate World Monitoring Day on September 18

Do This:

- Participate in the Centennial Day of Service on October 13, 2012 and submit the evaluation

Program Essentials Meeting Plans First-Time Girl Scout Juniors

Choices – Do Two (2):

- Attend Girl Scout Day at Tweite's Corn Maze on September 24, 2011 (or your service unit's Family Event or Thinking Day Event)
OR
- Participate in activities at The Great Girl Gathering @ MOA on March 10-11, 2012
OR
- Participate in the Oral History Project
OR
- Learn about Girl Scout History
OR
- Earn a Legacy Badge. **Choices – Do One:** Drawing, Practice with Purpose, Inside Government, Simple Meals, Junior First Aid, Junior Girl Scout Way, Flowers

Step 5: Celebrating Girls' Accomplishments, Reflection, & Recommitment

Choices – Do One:

- Attend a Service Unit Court of Awards
OR
- Do a Troop Court of Awards

Do This:

- Spring Register for Girl Scouts (2012-2013)

Step 6: Troop's Choice

Choices – Do One:

- Attend a Council Event
OR
- Attend Summer Camp
OR
- Do a Badge from *It's Your World-Change It!* Skill-Building Badge Activity Set
Choices – Do One: Digital Photographer, Entertainment Technology, Musician, Scribe, Staying Fit

Step 7: Optional Activities

Choices:

- Earn the Bridge to Girl Scout Cadette award (if in 5th grade)
- What else would you like to do as a Girl Scout Junior (e.g., events, field trips, camping, more badges and awards, etc.)?

Program Essentials Meeting Plans First-Time Girl Scout Juniors

Scheduling Your Program Year Worksheet

1. Draw a calendar like this one on a chalkboard, whiteboard, or poster board.
2. After the name of the month, write the number of meetings available in the month.
3. Dates to remember are on the example, but only use the dates for activities you selected.
4. Write the activities you selected on sticky notes (one sticky note = one meeting). For example, you will need 5-10+ sticky notes to represent your Leadership Journey meetings.
5. Think about the best time of year to do the activity and put a sticky note on the month(s). If you can't think of a time, put the activity in the attic.



September 24-Tweite's Corn Maze	October Investiture/Rededication	November Service Unit Family Event	December Cookie Program Activity preparation (Business Owner or Cookie CEO badge)
January Cookie Event	February Cookie Go Day! 22-World Thinking Day	March 10-11 The Great Girl Gathering @ MOA 22-World Water Day Sell Cookies	April
May Spring Registration Court of Awards	June Summer Camp	July Summer Camp	August Summer Camp
September 18-World Monitoring Day	October 13-Centennial Day of Service		

Add to the Calendar:

- At least five Leadership Journey meetings (you can break the 7 sessions into parts for ten or more meetings).
- One meeting for the Take Action project and one meeting for the celebration.
- Part of a meeting to learn about the Bronze Award.
- One meeting to complete the Water Quality Troop Activity Guide.
- Two meetings for your 100th Anniversary Patch choices.
- Troop's Choice event, camp, or badge meetings.
- Meetings for your other choices.

Program Essentials Meeting Plans First-Time Girl Scout Juniors

Budget Worksheet Part 1

Use this worksheet to help create a budget for your troop. This will help identify the troop's potential expenses and its potential sources of revenue/income. This process is a key element in helping the girls to maintain a sense of ownership of their funds.

Troop # _____ Number of girls _____ Number of adults _____

Potential Expenses

	COST/PERSON	# PEOPLE	TROOP
COST			
Activities			
• Troop Activity #1 _____	_____	x _____	= \$ _____
• Troop Activity #2 _____	_____	x _____	= \$ _____
• Troop Activity #3 _____	_____	x _____	= \$ _____
• Troop Activity #4 _____	_____	x _____	= \$ _____
• SU Activity _____	_____	x _____	= \$ _____
• SU Activity _____	_____	x _____	= \$ _____
• SU Activity _____	_____	x _____	= \$ _____
• Council Activity _____	_____	x _____	= \$ _____
• Council Activity _____	_____	x _____	= \$ _____
• Council Activity _____	_____	x _____	= \$ _____
Leader/s Training Needed _____	_____	x _____	= \$ _____
Membership Registrations	\$12	x _____	= \$ _____
Program Books	_____	x _____	= \$ _____
Uniforms & Insignia	_____	x _____	= \$ _____
Craft and other supplies	_____	x _____	= \$ _____
Meeting snacks	_____	x _____	= \$ _____
 Total Estimated Expenses			 \$ _____

Program Essentials Meeting Plans First-Time Girl Scout Juniors

Budget Worksheet Part 2

Income Sources

Starting Balance in Troop Checking Account \$ _____

Troop dues last year* \$ _____/person x _____ people = \$ _____

Maximum increased dues* parents/guardians will accept
\$ _____/girl x _____ girls = \$ _____

Maximum additional fees parents/guardians will accept \$ _____

Cookie Program Activity

• Projected troop proceeds
_____ total packages this year x \$/pkg. = \$ _____

Money-Earning Projects (River Valleys approval required for projects generating over \$100)

• Troop-sponsored Money-Earning Project Projected to generate \$ _____ net profit

• Troop-sponsored Money-Earning Project Projected to generate \$ _____ net profit

PROJECTED INCOME

Troop Dues* \$ _____

Cookie Program Activity \$ _____

Additional fees to parents/guardians \$ _____

Money-Earning Projects \$ _____

Total Income \$ _____

*Troop Dues are typically a first-year income source only.

How do your revenues compare with your expenses?

How might you and the girls adjust your budget to better match revenues and expenses?

1)

2)

3)